



DEPARTMENT OF CORRECTIONS
FOCUS GROUP MEETING
JANUARY 9, 2012

PRESENT: Division Director Craig Burr, Division Director Steve Turley, Warden Alfred Bigelow, Lilas Park, Wayne Parker, Norma Bench, James Evans, Molly Prince, Frank Bedolla, Roy Droddy, Chris Rebstock, Vicky Westmoreland, Ann & Bill Nangle, Lloyd Pendleton, Jodi Huyboom – Recorder.

Craig welcomed everyone to the Focus Group meeting. Craig briefly discussed the time change of this meeting from 6:45 PM to 6:00 PM. After receiving feedback about the time change, most that attend the meeting were receptive of the time change. Focus Group Meetings will now begin at 6:00 PM each quarter.

Guests Division Director Steve Turley and Warden Alfred Bigelow attended this meeting. Warden Bigelow provided personal back ground information about himself. Warden Bigelow was hired on with the Department of Corrections in 1987. He has worked at both the Draper and Gunnison site prisons. Currently, he is the warden at the Draper site. He has worked his way up the ranks beginning his career as an officer and promoted to warden over time.

In the previous Focus Group meeting, a Department organizational chart was requested. In the Focus Newsletter that was distributed at this meeting, on the back page there is a section titled "Our Executive Staff". This information will act as an organizational chart. Please see attachment.

Molly asked if the meeting minutes from previous meeting were going to be reviewed and approved. Craig stated that the minutes have not been approved at meetings for some time now, but if we wanted to begin that practice again we could. At the next Focus Group meeting these minutes will be reviewed and approved at that time.

In a previous Focus Group meeting when Dr. Garden attended, Molly asked Dr. Garden if written medicine instructions were going to be provided to the inmates at the time the meds were dispensed. Molly had not received a response to that question. Craig Burr, Steve Turley and Al Bigelow reported that at this time, no written instruction will be provided to inmates; however, inmates have access to pill line twice per day and have the opportunity at that time to speak with medical personnel about their medications.

Roy asked if Director Turley remembered a conversation with Dr. Garden regarding written instructions on medication. Director Turley does not remember a conversation, but does support Dr. Garden's verbal instruction only.

Chris mentioned that some inmates may not understand or remember verbal instructions and could possibly benefit from written direction. Some may not know what to ask about the medication. Chris is concerned about patient rights. The directors' and warden understands this dilemma, but no change will be made with providing just verbal instruction.

At this time, verbal instructions will be the only source of medication instruction. In the future, we can invite Dr. Garden to the meeting if we have additional concerns.

Molly asked at one time if medical staff could wear name tags on their uniforms. Medical personnel now all wear name tags.

Roy asked about budget cuts for this fiscal year. Craig reported this fiscal year Corrections did not receive any budget cuts.

Roy asked if indigent status inmates' postage could be reviewed once again. Director Turley and Warden Bigelow reported the standard one postage paid envelope per week will stand. If the inmate has a need for additional postage paid envelopes, he/she may speak with their OMR to request the additional envelopes. Each request is reviewed on a case-by-case basis.

Indigent status means an inmate must have \$9.00 or less on their account for 45 consecutive days.

Craig stated soon there will be a news article coming out regarding inmate productivity. According to statistical information, 65% of incarcerated inmates are involved in some type of education/treatment or have jobs.

Bigelow discussed the 40 hour productivity requirement placed on inmates. Inmates are expected to be in some type of treatment, education, recreational or any type of activity for no less than 40 hours per week. By doing this, it better prepares inmates for the "real world" once they are released on parole.

Frank asked if there is some kind of re-entry program for inmates that have recently been released from prison. Craig discussed a federally funded statewide task force lead by Judge Brooke Wells. At the Department of Correction, Division of Programming, these grant funds pay for six employment agents. The employment agents work closely with Workforce Services and Vocational Rehabilitation in finding jobs for convicted felons and probationers. These grant funds have been extended through June 30, 2013. This group of people has done a tremendous service to probationers and parolees. The employment agents provide them with skills on how to prepare for an interview and how to prepare a resume.

Warden Bigelow and Director Turley reported that the Salt Lake Chamber of Commerce just recently toured the Draper site prison. Before the tour began, they were asked if they would consider hiring an ex-inmate. Most said they would not consider it. During the tour, they had an opportunity to sit in on an inmate panel at the Promontory facility with Conquest inmates. The Chambers people had an opportunity to ask the inmate questions and after the panel, most changed their minds about hiring convicted felon. These types of open tours and open communication help both the offenders and the public sectors.

Chris wanted to know who is eligible for this type of help with the employment agents. Craig reported anyone who is currently under Corrections supervision. This included parolees and probationers. Chris asked if inmates that expire their sentence are eligible to take advantage of this program. Craig stated that they would be encouraged to take advantage, but this program is mostly geared towards helping offenders under supervision.

Craig recently toured Welfare Square and met with LDS Services staff. LDS Services provides job opportunities at various locations throughout the state. They can provide financial assistance for schooling. There are many satellite offices throughout the state. Staff with LDS Services is specifically trained to help certain populations find employment and help with transition services. This population includes immigrants, parolees and the homeless community. The LDS Services has done a tremendous service for the State of Utah and its citizens.

James shared a few personal stories of his own on learning how to live and function outside of prison. James is a success story and has worked very hard at working and living outside the fences.

Wayne with LDS Services asked if parolees could get their social security cards upon parole to help LDS Services better accommodate them finding employment. Steve reported that in order for a person to get a new social security card, they must go to the Social Security Office in person and fill out the necessary documents. If the parolee needs a copy of a social security card, the case managers on the unit can provide the inmate with the necessary paper work to fill out prior to their parole. Inmates are met with at least 90 days prior to parole to make sure the inmate is prepared and has all of their documents they need upon parole. If the inmate needs a copy of their birth certificate, the case manager can provide them with the paperwork to request that document. If by chance the inmate comes to prison and has his/her driver's license, social security and or birth certificate on them, the records office will maintain those documents in their office. The inmate will need to sign a waiver allowing the records office to keep the documents until they are released. Once the inmate is released from prison, those documents will be given to them the day they are paroled.

Molly asked if family members could be housed together. Warden Bigelow reported these types of housing arrangements are all reviewed on a case-by-case basis.

Molly asked about housing the gang population together. Warden Bigelow reported unless an inmate is actively involved in a gang they are all housed in main population. If they are actively involved in a gang, then the inmates are housed in Uinta 2, maximum security for their protection and the protection of other inmates.

Craig reported that Kane County Jail has opened 160 bed facility. The jail is proposing a plant to treat substance abuse inmates that also are convicted of a sex offense. Corrections recently received \$70,000.00 to fund this program, but the \$70,000.00 will not last long and will not provide treatment to a lot of inmate who do need this certain dual type of treatment. Once the funds are gone, they are gone.

Molly stated that some halfway houses do not have the SSI paperwork for the offenders to fill out for their documents. Craig told Molly that Dr. Rice or Dale Schipaanboord with Valley Mental Health may be able to help the offenders. All documents can be found on the internet if staff needs to print them.

Molly reported Fremont CCC staff is excellent in helping mentally ill offenders. Staff at Fremont has received specialized training in helping mentally ill offenders where Bonneville staff has not.

Lilas wanted to know how Corrections determines which inmates are going to be housed at county jails. Warden Bigelow reported there are certain criteria each inmate must meet prior to being moved to a county jail. Inmates with medical conditions cannot be housed at a county jail. Currently, we have approximately 1500 inmates in 21 county jails throughout Utah. We do try to accommodate family requests, but if an inmate is participating in treatment, the inmate will be expected to successfully complete the treatment before a request to be moved to a county jail will be accommodated or reviewed.

Norma received an e-mail from a wife of a parolee with concerns about the ex-inmates restitution payments. Craig asked Norma if she could forward that e-mail to Craig for review and response.

Lilas wanted to know if the Board of Pardons accepts and reviews letters from inmate family members. Craig and other stated yes, they do accept letters and they are being reviewed. Molly encouraged Lilas to submit letters on behalf of inmates to the Board of Pardons.

Molly wanted to know if there is any possibility of inmate family and friends to receive updated photos of their loved ones in prison. Director Turley and Warden Bigelow reported this has been visited on many different occasions and just recently about a month ago was revisited. At this time, it is not a possibility to send out updated photos due to budget and time constraints. This does not mean it will not happen in the future, just not right now. This request will be reviewed prior to Christmas 2012. The pictures may depend on the inmate privilege level or programming the inmate is involved in. There will be a big expense, time and energy put in if and when this does happen.

Molly asked on behalf of another inmate's wife if fresh turkeys could be donated for Christmas dinners. Director Turley will not accept a donation of fresh turkeys. There are not enough ovens or man power to cook turkeys for over 6,000 inmates for a Christmas dinner.

Molly will be inviting a member from the Board of Pardons and Parole to one of the next Focus Group meetings. Molly will keep Craig posted on who the member will be and at what meeting they will be attending.

We will be inviting Director Mike Mayer with Adult Probation and Parole to our next meeting.

The next Focus Group Meeting will be held on April 2, 2012 at 6:00 PM, Region 3 Office.

Focus Group Meetings:

April 2, 2012

July 9, 2012

October 1, 2012

January 7, 2013

Craig thanked everyone for coming and does appreciate your input and hopes this information provided in the meeting has been useful.

Meeting adjourned.

FOCUS Newsletter

Pg 1 January 9, 2012

Quality is not an act, it is a habit. ~ Aristotle

The Utah Department of Corrections (UDC) focuses on:

Addressing offender needs to mitigate community risk

Using Evidence-based practices in our programs

Delivering treatment and other programs realistically

Promoting transition support (treatment, education and life skills) that follow the offender from incarceration to freedom

If we are to achieve a richer culture, rich in contrasting values, we must recognize the whole gamut of human potentialities, and so weave a less arbitrary social fabric, one in which each diverse gift will find a fitting place. ~ Margaret Mead

E-mail us at: UDCProgrammingOffice@utah.gov

To Our FOCUS Group Participants

We appreciate your investment of time in this meeting and want to know how we can make it more valuable to you.

Craig Burr, Director, Programming Division

I don't believe you have to be better than everybody else. I believe you have to be better than you ever thought you could be. ~ Ken Venturi

The Utah Department of Corrections invites you to participate in FOCUS.

Quarterly focus group meetings are designed to encourage community involvement in offender success.

Meetings take place at Adult Probation and Parole's Region Three office, 36 West Fremont Ave. (1100 South) in Salt Lake City. We meet in the conference room to the right of the main doors.

Next Meeting: April 2, 2012 - 6:00 PM

Guest Speaker

Tonight's guest speakers are Division of Institutional Operations (prison) **Director Steve Turley** and Utah State Prison (Draper) **Warden Alfred Bigelow**. This forum is not intended to FOCUS solely on prison issues. If you have an interest in learning more about Adult Probation & Parole, Programming and Utah Correctional Industries, we can talk about those areas too.

Employee of Quarter

Tim Green, DORA Agent, is our Employee of the Quarter for January – April 2012. Agent Green, a 14-year veteran of the Department of Corrections, has exemplary interpersonal skills and collaborates well with offenders, peers, and treatment providers. He is respectful and empathetic with offenders on his caseload, while holding them accountable to DORA standards of success. Tim has been crucial in facilitating the DORA process.





In 2010, the Utah Department of Health and the Utah Division of Substance Abuse & Mental Health partnered with local community health departments, public substance abuse and mental health authorities, and providers to develop the Recovery Plus Initiative.

Recovery Plus is an initiative to promote health and wellness in people with mental illness and/or substance abuse. With support, education, and treatment, people can and will recover from symptoms of mental illness and addictions, including tobacco dependency.

Recovery Plus Cardinal Rules

1. No one will be denied treatment because of their tobacco use.
2. Assessment, education, treatment planning and NRT will be provided to all clients as appropriate.

Recovery Plus Timeline

- March 2010 – DSAMH’s Tobacco-Free directive
- January 2011 – Local authorities conduct assessments
- July 2012 – All SA and MH staff educated about Recovery Plus and benefits of tobacco cessation. Policies developed for campus and for treatment.
- **July 2013 – All Publicly funded SA and MH Programs will be tobacco free.**



Programming Division
14717 S Minuteman Drive
Draper, UT 84020

Utah Tobacco Quit Line:

1-800-Quit-Now (1-800-784-8669)

The Utah Tobacco Quit Line provides confidential telephone-based counseling and can guide callers to opportunities for free nicotine replacement therapy.



FOCUS Meeting Dates for the next year:

2 April 2012
9 July 2012
1 October 2012
7 January 2013

Never doubt that a small group of thoughtful committed citizens can change the world. Indeed, it is the only thing that ever has. ~ Margaret Mead

Your Feedback is Important

Any change, even a change for the better, is always accompanied by drawbacks and discomforts.

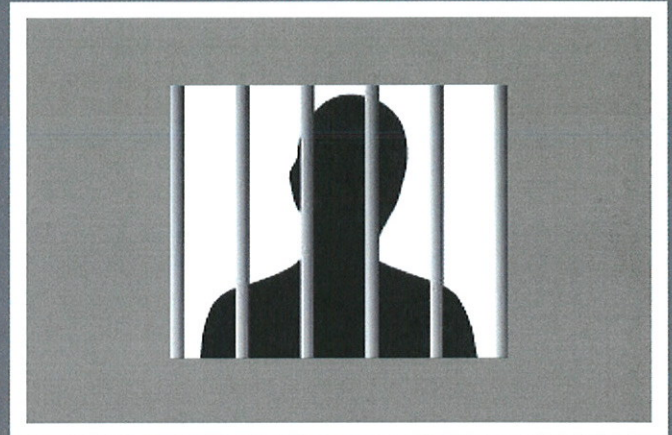
-- Arnold Bennett

We have noticed something WONDERFUL. Our FOCUS partners have been e-mailing us with both compliments and concerns.

We like to hear when we do a good job and we share that with the person or unit you specify. Each of us appreciates the kudos you offer as we often don't get to see the continued positive outcomes as your agency connects with transitioning offenders, your loved ones are released to your homes and offenders return to the title "citizen".

We also like to know where we can do better. We have heard from you when our website or rules need clarification, when you are concerned about phone etiquette, when procedures need better explanation or when you have suggestions for us. Specific concerns are addressed with the Director or Bureau Chief over the person or unit you identify.

You DO make a difference and you are important to us. Thank you for participating in FOCUS.



Utah Code (Title)64- (Chapter)13e- (Section)101 ...

64-13e-101. Title – State Institutions.

This chapter is known as "State Payment and Reimbursement to County Correctional Facilities."

It addresses expenses for treatment, including substance abuse treatment, alcohol abuse treatment, and sex offender treatment. "Treatment program" means: an alcohol treatment program; a substance abuse treatment program; or a sex offender treatment program.

Jails providing treatment services for state inmates *may* receive additional reimbursement.

**We all have big changes in our lives
that are more or less a second chance.**
Harrison Ford

Our Executive Staff

Governor Gary Herbert, State of Utah
Tom Patterson, UDC Executive Director

Robyn Williams, Deputy Director

Craig **Burr**, Director, Programming

Nori Huntsman, Deputy Director

Doug **Fawson**, Victims Coordinator

Dr. Rich **Garden**, Director, Clinical Services Bureau

Alan **James**, Director, Utah Correctional Industries

Michael **Mayer**, Director, Adult Probation & Parole

Larry Chatterton, Regional Administrator, Northern UT

James Hudspeth, Regional Administrator, Region 3

Kirk Moncrief, Regional Administrator, Region 4

Stuart McIver, Regional Administrator, Region 5

Richard Laursen, Regional Administrator, Region 6

Geri **Miller-Fox**, Director, Training

Steve **Turley**, Director, Institutional Operations

Alfred Bigelow, Warden, Utah State Prison

Dennis Sorensen, Warden, Central Utah

Glenn Ercanbrack, Administrator, Inmate Placement Program

Mike Haddon, Executive Coordinator

Policy & Archive Bureau

Bill Bourdreau*, Technology Services

Research & Planning Bureau

Our Executive Staff (Continued)

Governor Gary Herbert, State of Utah
Tom Patterson, UDC Executive Director

John **Golom****, Human Resources

Steve **Gehrke**, Public Information Officer

Grey **Peay**, Administrative Services

Dave **Pulsipher**, Audit Bureau

Gary **Sessions**, Finance Bureau

Brent **Wiechman**, Law Enforcement Bureau

*Consults with Executive Coordinator, Employed by Technology Services

** Consults with Executive Director, Employed by Human Resources

The **Utah Department of Corrections (UDC)** works closely with other agencies, community partners, businesses, religious groups and individuals to help offenders achieve success while in our institutions and while on probation and parole.

We hold quarterly **FOCUS** group meetings which are designed to encourage community involvement. If you know of a *group or organization* that would like to attend, please share this information with them.



FOCUS meetings take place at Adult Probation and Parole's Region III office, **36 West Fremont Av** (1100 South) in Salt Lake City. They are held in the conference room off of the main entrance.

Next Scheduled Focus Meetings:

2 April 2012: 6 PM

9 July 2012: 6 PM

1 October 2012: 6 PM

7 January 2013: 6 PM

E-mail us at:

UDCProgrammingOffice@utah.gov

